

Personnel 1-1

~~CONFIDENTIAL~~

Mr. L. K. Little
Director of Personnel
United States Information Agency
Washington 25, D. C.

Dear Mr. Little:

25X1A9a

This will acknowledge your letter of 26 October 1956 regarding [REDACTED].

25X1A9a

The Central Intelligence Agency concurs in your request that [REDACTED] be made available to your Agency on a part-time basis, after hours, not to exceed ten hours per week. If possible, we prefer that this service be performed on Saturday or Sunday. It is understood that this assignment will be on a reimbursable basis at overtime rates and will not exceed three months and will be subject to extension or renewal based on the mutual agreement of both agencies.

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It is requested that Time and Attendance Reports be submitted bi-weekly to [REDACTED], Office of Personnel, 2430 E Street, N. W. Standard Form 1000, Reimbursement for Personal Services, will be forwarded to your office on a quarterly basis.

This detail will be effective immediately.

Very truly yours,

Harrison G. Reynolds
Director of Personnel

25X1A

OP:RSD:TRB:[REDACTED]:nmm (6 November 1956)

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